



City of Waukesha

Application for Development Review

Last Revision
Date:
November 2025

City of Waukesha Community Development Department - 201 Delafield Street, Waukesha, WI 53188 262-524-3750
City of Waukesha Department of Public Works Engineering Division—201 Delafield Street, Waukesha, WI 53188 262-524-3600
www.waukesha-wi.gov

APPLICANT INFORMATION

Applicant Name: Joe Grasch
Applicant Company Name: HCI Properties
Address: W284N3234 Lakeside Road
City, State: Pewaukee Zip: 53072
Phone: 262-312-9080
E-Mail: jgrasch@hcipropertieswi.com

ARCHITECT/ENGINEER/SURVEYOR INFORMATION

Name: Christopher White
Company Name: raSmith
Address: 16745 W Bluemound Road
City, State: Brookfield, WI Zip: 53005
Phone: (262) 317-3286
E-Mail: christopher.white@rasmith.com

PROPERTY OWNER INFORMATION

Applicant Name: Victor Raab
Applicant Company Name: SRVR LLC
Address: W184S8395 Challenger Drive
City, State: Muskego, WI Zip: 53150
Phone: 262-613-0879
E-Mail: Victor@comprosvcs.com

PROJECT & PROPERTY INFORMATION

Project Name: STOR-IT Right Waukesha
Property Address: 0 Dolphin Drive / 0 Coral Drive
Tax Key Number(s): WAKC1008065003 / WAKC1008065004
Zoning: M-3
Total Acreage: 4.27 Existing Building Square Footage: N/A
Proposed Building/Addition Square Footage: Varies
Current Use of Property: Undeveloped

PROJECT SUMMARY (Please provide a brief project description.)

Proposed self-storage facility with a main office, 3 storage buildings, parking, drive aisles, and a stormwater pond.

All submittals require a complete scaled set of digital plans (Adobe PDF) and shall include a project location map showing a 1/2 mile radius, a COLOR landscape plan, COLOR building elevation plans, and exterior lighting photometric maps and cut sheets. A pre-application meeting is required prior to submittal of any applications for Subdivisions, Planned Unit Developments, and Site and Architectural Plan Review. **The deadline for all applications requiring Plan Commission Reviews is Monday at 4:00 P.M., 30 days prior to the meeting date. The Plan Commission meets the Fourth Wednesday of each month.**

APPLICATION ACKNOWLEDGEMENT AND SIGNATURES

I hereby certify that I have reviewed the City of Waukesha Development Handbook, City Ordinances, Submittal Requirements and Checklists and have provided one PDF of all required information. Any missing or incomplete information may result in a delay of the review of your application. By signing this I also authorize The City of Waukesha or its agents to enter upon the property for the purpose of reviewing this application.

Applicant Signature: [Signature]
Applicant Name (Please Print): Joseph T. Grasch
Date: 11-14-25

For Internal Use Only:

Amount Due (total from page 2): _____ Amount Paid: _____ Check #: _____
Trakit ID(s) _____ Date Paid: _____

Naming Conventions for Plan Commission Files/Submissions

Digital files submitted for Plan Commission will need to be labeled with one of the naming conventions below. For example, if the applicant is submitting a plan for landscaping on a project, ***please label the PDF as Landscape Plan followed by the business name, address and date (month and year)*** Files that do not have names or only include PDF numbers will be returned to the applicant to rename.

Community Development

Elevations and Architectural Plans– **Project Name, address**

Site Plans

Landscape Plans

Plan Commission Application

Renderings

Certified Survey Map– CSM

Lighting and Photometrics

Signs

PUD

Easements

Rezoning

Preliminary Plat

Final Plat

Engineering & Other Departments

Site Engineering and grading

Stormwater Management Plan

Traffic Study

Erosion Control

Wetland Delineation

Utility Plans

Flood Plain

Maintenance Agreements

Development Review Checklist

Example: **Site Plans– City of Waukesha City Hall Project, 201 Delafield Street, July 12, 2023**

THIRD PARTY ENGINEERING REVIEW DEPOSIT

Deposits for third party Engineering Review must be included at the time of application. Please follow the schedule below:

Engineering Review Deposit Schedule	
<i>Project Type</i>	<i>Deposit Amount</i>
1 or 2 Family Residential CSM	\$750
All Other CSMs	\$4,000
Preliminary SPAR	\$7,500
Final SPAR	\$7,500
Minor SPAR	\$3,000
Preliminary Plat	\$10,000
Final Plat	\$10,000

The deposit is a separate payment from the required application fees. Two payments will be required with the application. **The Engineering Review Deposit must be in the form of a check made out to the City of Waukesha.**

City of Waukesha Application for Development Review

TYPE OF APPLICATION & FEES (CHECK ALL THAT APPLY) Please note that each application type has different submittal requirements. Detailed submittal checklists can be found in Appendix A of the Development Handbook.

FEES

☒ Plan Commission Consultation/Conceptual Review **\$390**

\$390

☐ Traffic Impact Analysis

☐ Commercial, Industrial, Institutional, and Other Non-Residential **\$480**

☐ Residential Subdivision or Multi-Family **\$480**

☐ Resubmittal (3rd and all subsequent submittals) **\$480**

ONE OF THE THREE FOLLOWING ITEMS IS REQUIRED FOR SITE PLAN & ARCHITECTURAL REVIEWS (*):

* ☐ Preliminary Site Plan & Architectural Review

Engineering Review Deposit \$7,500 +

☐ Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$2,240**

☐ Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$2,460**

☐ Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$2,680**

☐ Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres **\$2,900**

☐ Resubmittal Fees (after 2 permitted reviews) **\$750**

* ☐ Final Site Plan & Architectural Review

Engineering Review Deposit \$7,500 +

☐ Level 1: Buildings/additions less than 10,000 sq.ft. or sites less than 1 acre **\$1,360**

☐ Level 2: Buildings/additions between 10,001-50,000 sq.ft. or sites between 1.01 and 10 acres **\$1,480**

☐ Level 3: Buildings/additions between 50,001-100,000 sq.ft. or sites between 10.01 and 25 acres **\$1,700**

☐ Level 4: Buildings/additions over 100,001 sq.ft. or sites greater than 25.01 acres **\$2,020**

☐ Resubmittal Fees (3rd and all subsequent submittals) **\$750**

* ☐ Minor Site Plan & Architectural Review (total site disturbance UNDER 3,000 total square feet)

☐ Projects that do not require site development plans **\$420**

Engineering Review Deposit \$3,000 +

☐ Resubmittal Fees (3rd and all subsequent submittals) **\$420**

☐ Certified Survey Map (CSM)

Engineering Review Deposit \$750 or \$4,000 (see schedule) +

☐ 1-3 Lots **\$690**

☐ 4 lots or more **\$750**

☐ Resubmittal (3rd and all subsequent submittals) **\$180**

☐ Extra-territorial CSM **\$450**

☐ Preliminary Subdivision Plat

Engineering Review Deposit \$10,000 +

☐ Up to 12 lots **\$1,335**

☐ 13 to 32 lots **\$1,530**

☐ 36 lots or more **\$1,750**

☐ Resubmittal (3rd and all subsequent submittals) **\$695**

☐ Final Subdivision Plat (Final Site Plan Review is also required.)

Engineering Review Deposit \$10,000 +

☐ Up to 12 lots **\$750**

☐ 13 to 32 lots **\$995**

☐ 36 lots or more **\$1,215**

☐ Resubmittal (3rd and all subsequent submittals) **\$695**

☐ Extra-territorial Plat **\$930**

☒ Rezoning and/or Land Use Plan Amendment

\$745

☒ Rezoning **\$745**

☐ Land Use Plan Amendment: **\$705**

☐ Conditional Use Permit

☐ Conditional Use Permit with no site plan changes **\$530**

☐ Conditional Use Permit with site plan changes **\$570** plus applicable preliminary and final site plan fees above

☐ Planned Unit Development or Developer's Agreement (Site Plan Review is also required)

☐ New Planned Unit Development or Developer's Agreement **\$2,000**

☐ Planned Unit Development or Developer's Agreement Amendment **\$960**

☐ Annexation **NO CHARGE**

☐ House/Building Move **\$150**

☐ Street or Alley Vacations **\$465**

TOTAL APPLICATION FEES:

Engineering Review Deposit Total =

Application Fee Total =

\$1,135

PRELIMINARY PLAT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

A Preliminary Plat shall be used to subdivide land in the City. The applicant is responsible for submitting the Preliminary Plat to Waukesha County and the State of Wisconsin for review.

Review Time: Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

Reviewing Departments: Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

In addition to this application and corresponding application fee you will also need:

- ☐ One (1) digital (PDF) that includes of items listed below
 - ☐ Attachment F: Preliminary Plat Checklist
 - ☐ Cover letter outlining project details.
 - ☐ Attachment A: Development Review Checklist and other attachments as applicable
 - ☐ Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)

FINAL PLAT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

A Final plat shall be used to subdivide land in the City. The applicant is responsible for submitting the Final Plat to Waukesha County and the State of Wisconsin for review.

Review Time: Approximately 45-60 days. An extension letter will be required if the approval process will take more than 90 days.

Reviewing Departments: Community Development Planning Division, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission. Common Council and Board of Public Works review may be required for certain projects.

In addition to this application and corresponding application fee you will also need:

- ☐ One (1) digital (PDF) that includes of items listed below
 - ☐ Attachment G: Final Plat Checklist
 - ☐ Cover letter outlining project details.
 - ☐ Attachment A: Development Review Checklist and other attachments as applicable.
 - ☐ Stormwater Management Plan (see Attachment D: Stormwater Management Plan Checklist)

REZONING & COMPREHENSIVE PLAN AMENDMENT SUBMITTAL REQUIREMENTS AND ADDITIONAL INFORMATION

This review is for any requests to rezone land or amend the City's Comprehensive Master Plan. For rezonings all property owners within 300 feet of the property will be notified of your request.

Review Time: 45-60 Days

Reviewing Departments: Community Development Planning & Building Inspection Divisions, Public Works Engineering Division, Fire Department, Water Utility.

Reviewing Boards: Plan Commission, Common Council

Additional Information: Rezonings must be done in accordance with the Comprehensive Plan. Please consult with Planning staff to determine if a Comprehensive Plan Amendment is also required prior to submitting a rezoning application.

In addition to this application and corresponding application fee you will also need:

- ☒ One (1) digital (PDF) that includes of items listed below
 - ☒ Cover letter outlining project details and rationale for rezoning
 - ☒ Rezoning Form including legal description and notarized owner(s) signatures (rezoning applications only)
 - ☒ Conceptual Plan (if applicable)

**Please note this application fee only covers the rezoning and/or Comprehensive Plan Amendment. If you are proposing site plan changes or are subdividing land you will also need to meet the applicable submittal requirements for those proposals.*

**PETITION FOR AMENDING
THE CITY OF WAUKESHA'S ZONING ORDINANCE**

We, the undersigned, being owners of all or part of the area involved, humbly petition the Common Council of the City of Waukesha to rezone the following described property from M-3 to M-1.

Legal Description:

LOT 3 CSM NO 9744 (V90 CSM P80) REDIV LOT 4 CSM NO
7298 PT SW1/4 SEC 36 T7N R19E 1.60 AC DOC NO
3261475, DOC NO 3343511, DOC NO 4130542, DOC NO
4322539, DOC NO 4671835 & DOC NO 4671840

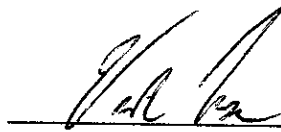
Tax Key:
WAKC1008065003

Address:
0 Dolphin Drive
Waukesha, WI 53186

The reason(s) for the Rezoning Petition are:

New owner with different use.

Signature of Owner(s)



Owner's Name (please print) SRVR LLC

Address of Owner

W184S8395 Challenger Drive

Muskego, WI 53150

Phone No. of Owner

762 613 0879

E-mail Address of Owner

VICTORR@COMPROWSRVCS.COM

**PETITION FOR AMENDING
THE CITY OF WAUKESHA'S ZONING ORDINANCE**

We, the undersigned, being owners of all or part of the area involved, humbly petition the Common Council of the City of Waukesha to rezone the following described property from M-3 to M-1.

Legal Description:

LOT 4 CSM NO 9744 (V90 CSM P80) REDIV LOT 4 CSM NO
7298 PT SW1/4 SEC 36 T7N R19E 2.67 AC DOC NO 3261475,
DOC NO 3343511, DOC NO 4322539, DOC NO 4671835 & DOC
NO 4671840

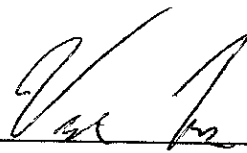
Tax Key:
WAKC1008065004

Address:
0 Coral Drive
Waukesha, WI 53186

The reason(s) for the Rezoning Petition are:

New owner with different use.

Signature of Owner(s)



Owner's Name (please print) SRVR LLC

Address of Owner

W184S8395 Challenger Drive

Muskego, WI 53150

Phone No. of Owner

262 613 0879

E-mail Address of Owner

VICTOR@COMPPOPSRVCS.COM

To: City of Waukesha
201 Delafield Street
Waukesha, WI 53188

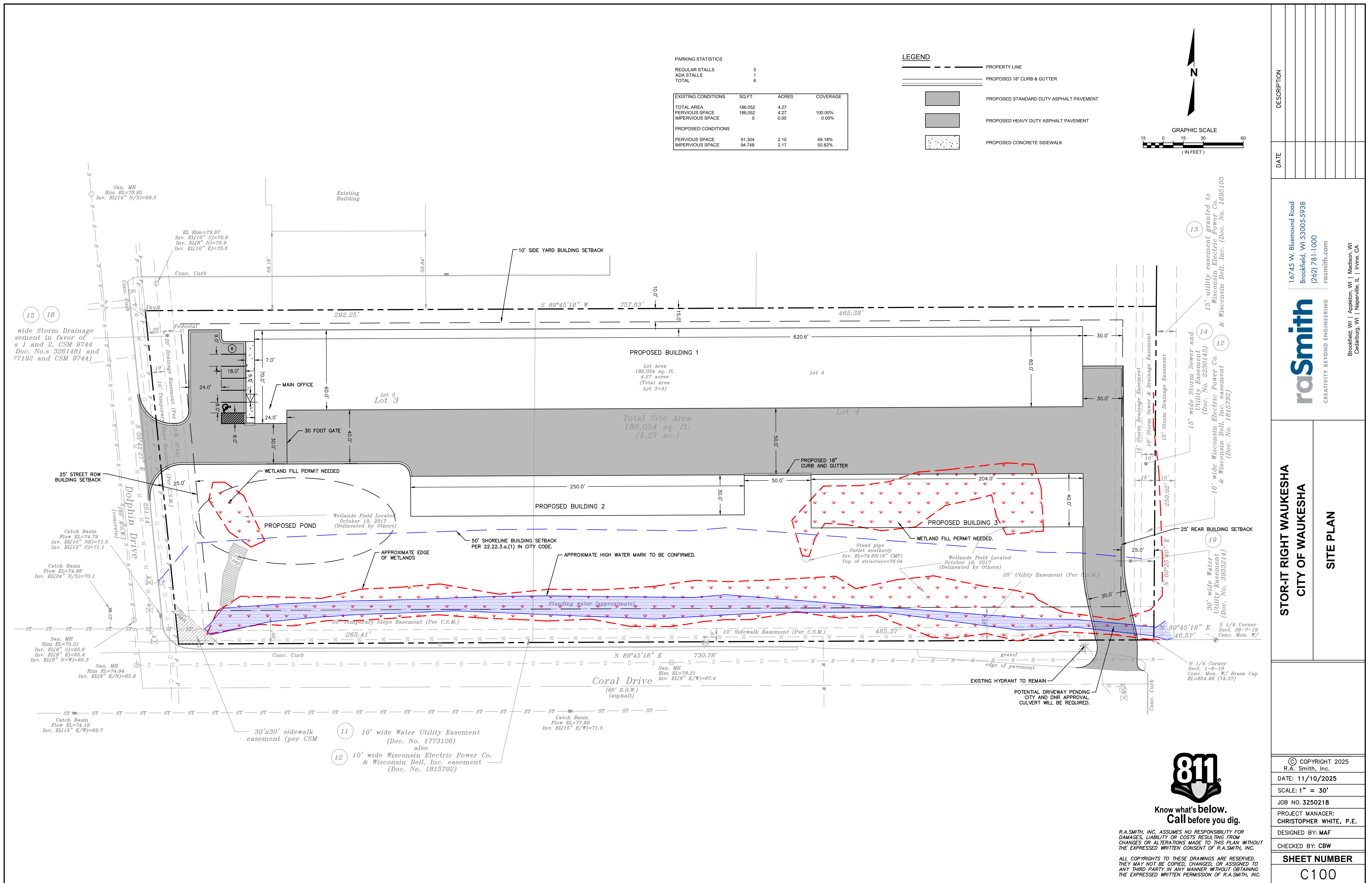
Dear City of Waukesha,

The proposed STOR-IT Right site located off Dolphin Drive and Coral Drive in Waukesha, Wisconsin is a self-storage facility. A Certified Survey Map will be completed in the future to combine the parcels with tax key numbers WAKC1008065003 and WAKC1008065004. The site will include three buildings with drive isles, parking, stormwater pond, and driveway connections. The property is currently zoned in the M-3 district and are requesting that the property be rezoned to M-1. Once the properties have been rezoned a storage facility is a permitted use. The new owner will gather full design plans and a full site plan review will take place in the future.

Sincerely,

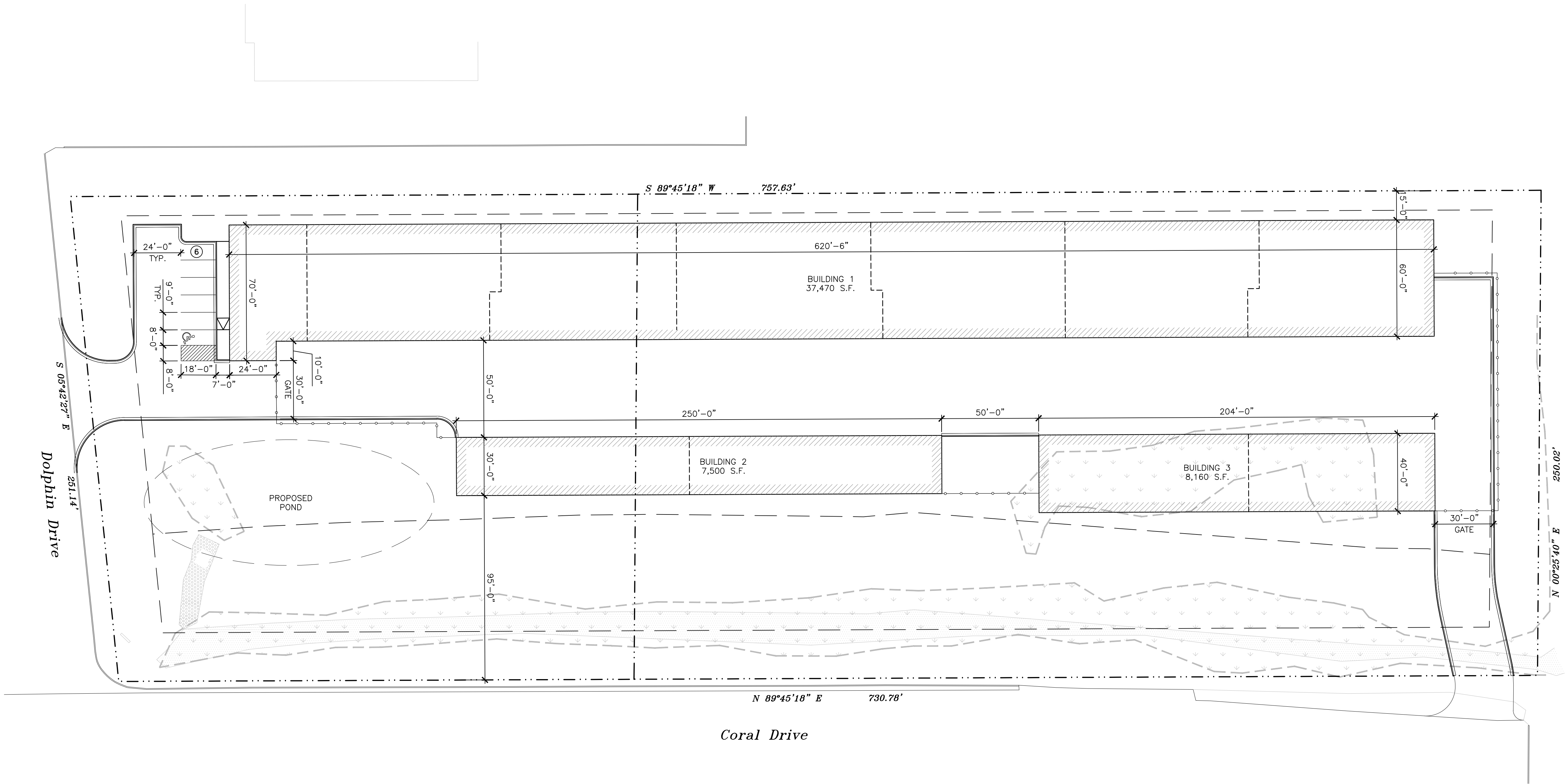


Christopher White
Project Manager



Drawn by	Checked by
AMP	---

Revisions		
No.	Date	Description
	11.17.2025	Preliminary



NOT FOR CONSTRUCTION

EXTERIOR FINISH KEY	
1	INSULATED VERTICAL METAL PANELS MFR: CUSTOM COMPONENTS & BUILDINGS STYLE: 7.2 INSUL-RIB COLOR: CHARCOAL GRAY
2	INSULATED HORIZONTAL METAL PANELS MFR: CUSTOM COMPONENTS & BUILDINGS STYLE: CF ARCHITECTURAL COLOR: POLAR WHITE WIDTH: 36"
3	SMOOTH METAL PANELING (18GA. FLUSH PANEL) MFR: TRACHTE COLOR: WHITE
4	STANDING SEAM METAL ROOF
5	INSULATED SECTIONAL DOOR COLOR: CHARCOAL GRAY OR WHITE
6	PRE-FINISHED GUTTER AND DOWNSPOUTS W/HEAT TAPE
7	RED BRAKE METAL ACCENT BAND

THRIVE
ARCHITECTS

Architect
259 South Street, Suite A
Waukesha, WI 53186
p: 833-380-6180

Project Info. — 25235

STOR-IT RIGHT

New Construction
Dolphin Dr & Coral Dr
Waukesha, WI 53186

Sheet Title

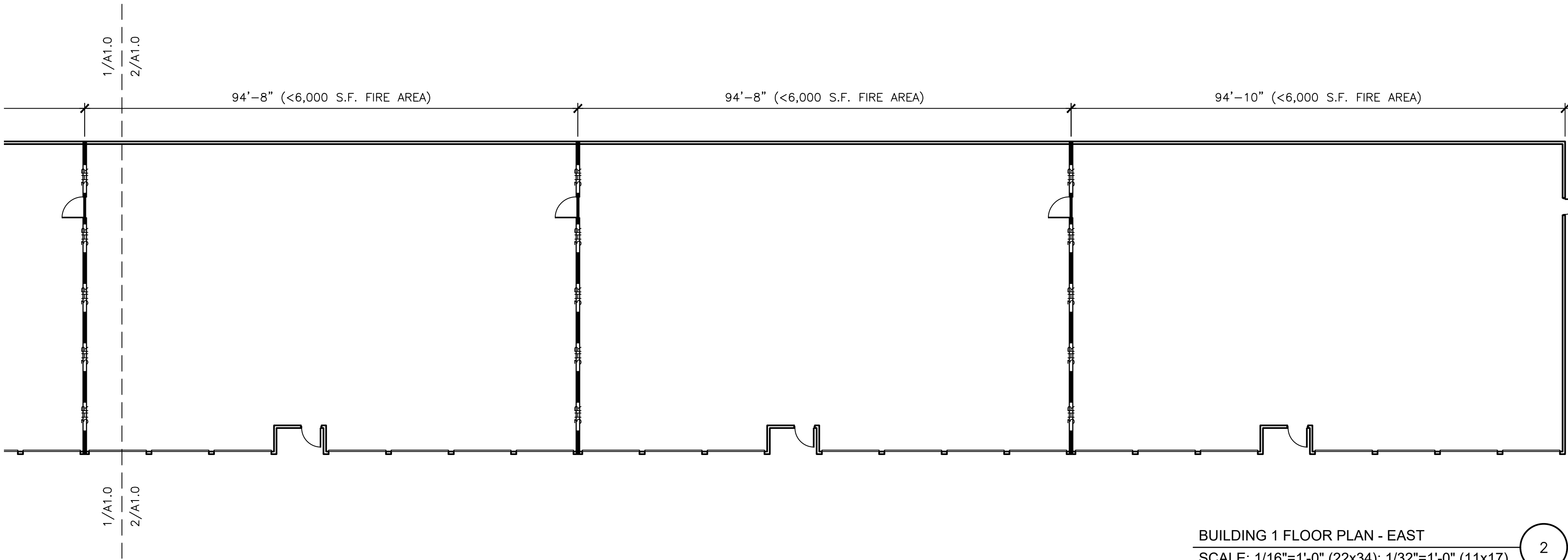
BUILDING 1
FLOOR PLAN

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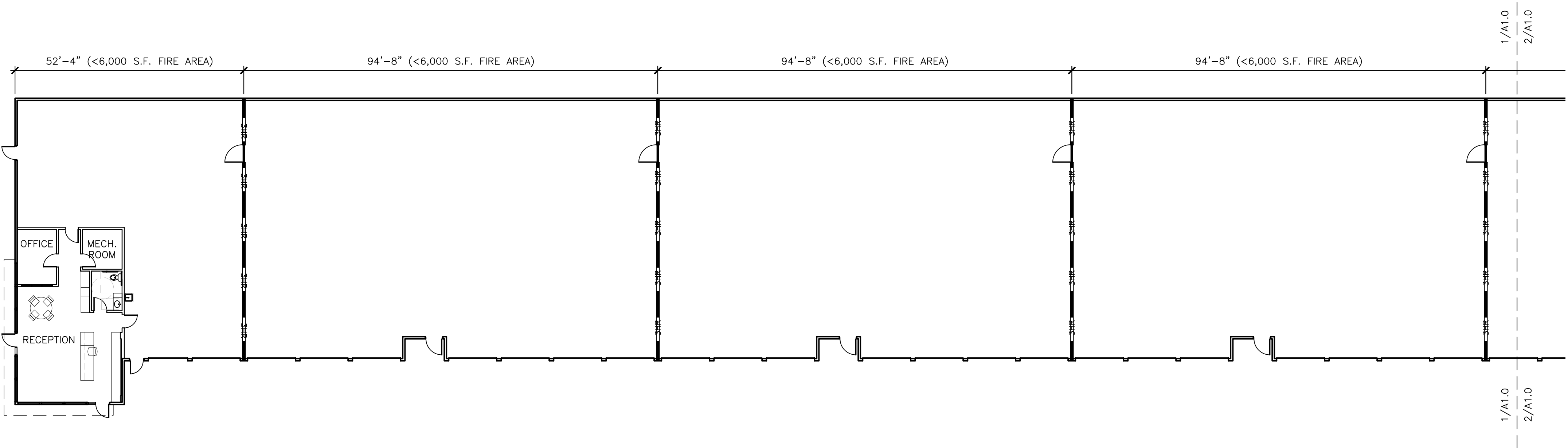
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BUILDING 1 FLOOR PLAN - EAST
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)

2



BUILDING 1 FLOOR PLAN - WEST
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)

1

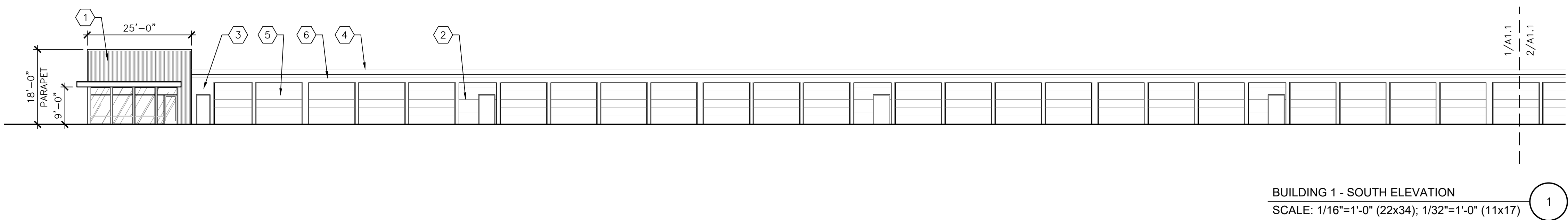
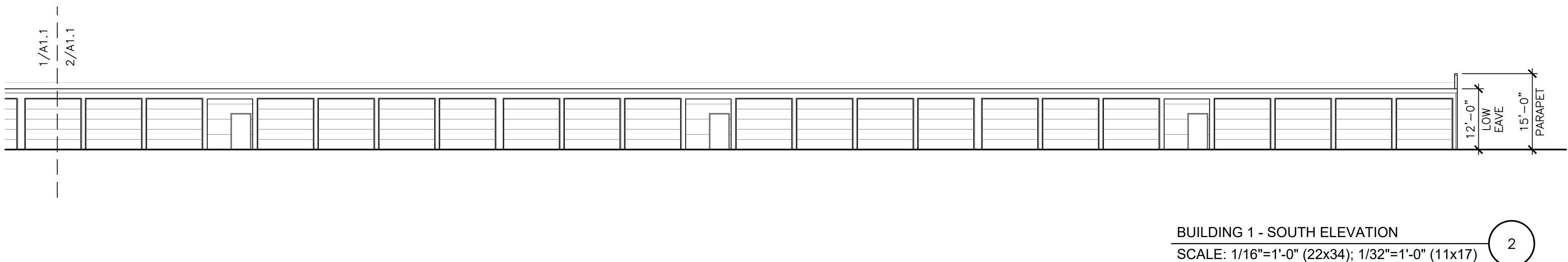
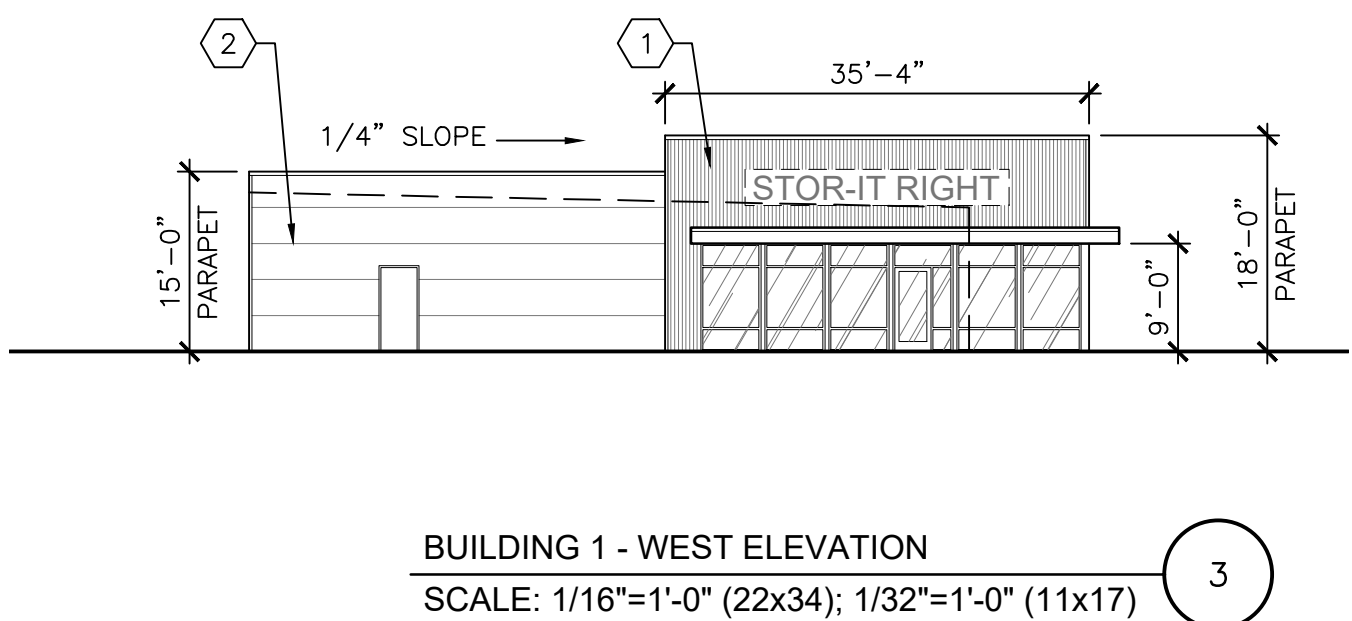
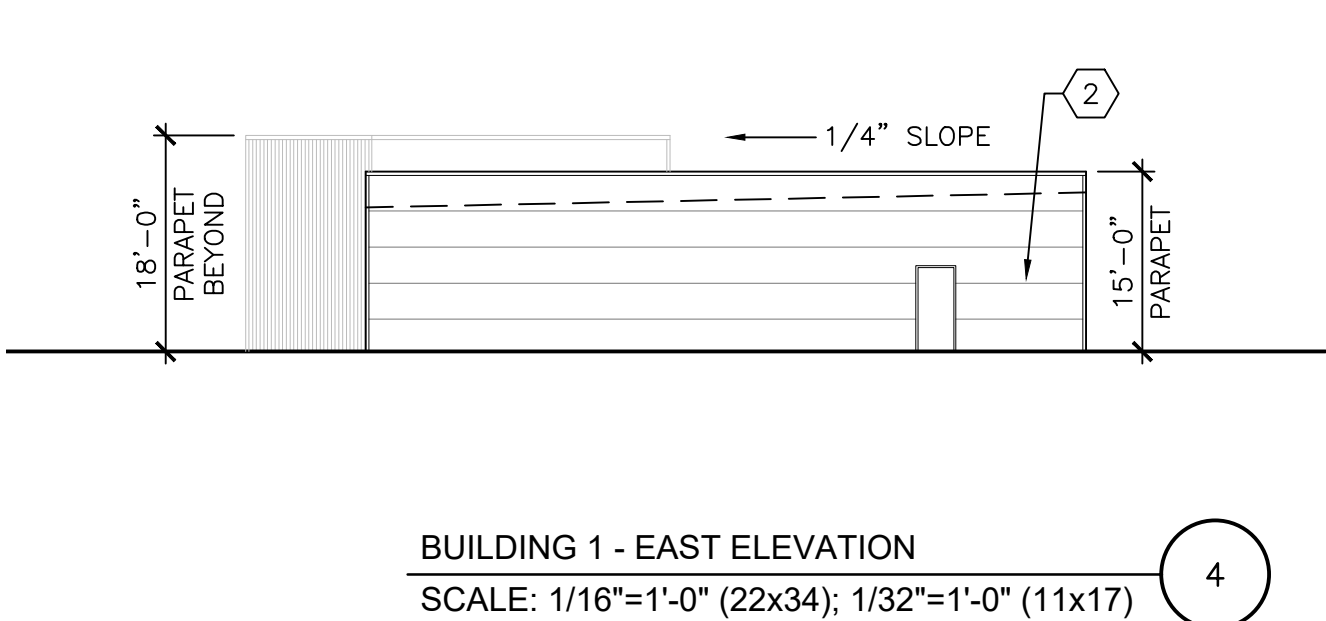
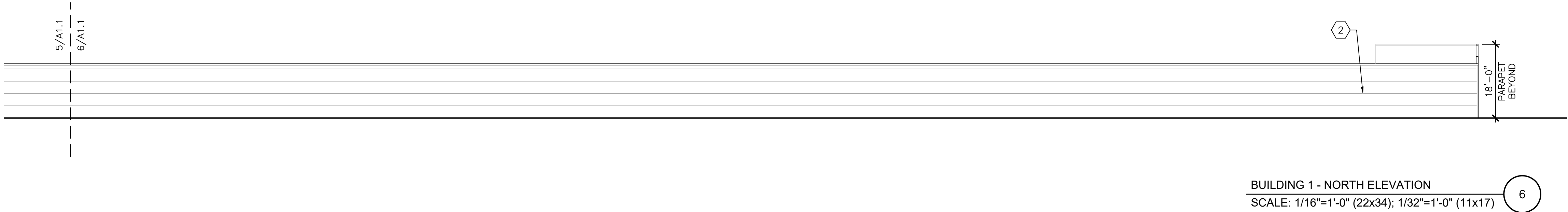


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3	SMOOTH METAL PANELING (18GA. FLUSH PANEL) MFR: TRACHTE COLOR: WHITE
4	STANDING SEAM METAL ROOF
5	INSULATED SECTIONAL DOOR COLOR: CHARCOAL GRAY OR WHITE
6	PRE-FINISHED GUTTER AND DOWNSPOUTS W/HEAT TAPE
7	RED BRAKE METAL ACCENT BAND

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THRIVE
ARCHITECTS

Architect
259 South Street, Suite A
Waukesha, WI 53186
p: 833-380-6180

Project Info. — 25235

STOR-IT RIGHT

New Construction
Dolphin Dr & Coral Dr
Waukesha, WI 53186

Sheet Title

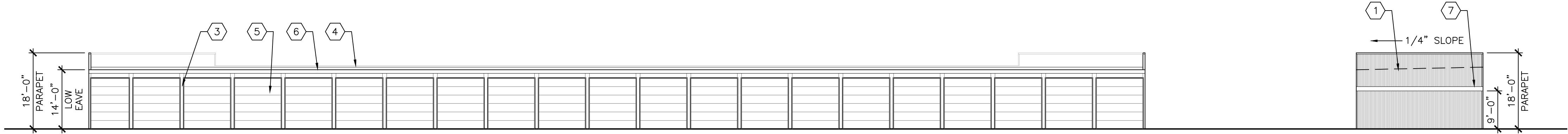
BUILDING 2
PLAN AND ELEVATIONS

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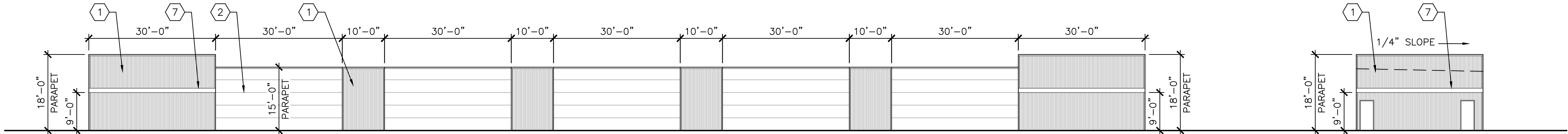
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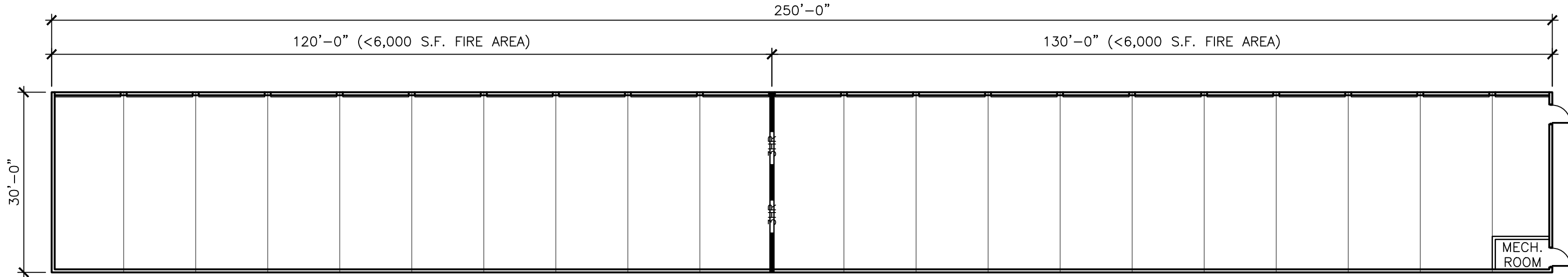
BUILDING 2 - NORTH ELEVATION
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)

BUILDING 2 - WEST ELEVATION
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)



BUILDING 2 - SOUTH ELEVATION
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)

BUILDING 2 - EAST ELEVATION
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)



BUILDING 2 FLOOR PLAN
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17)

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p: 833-380-6180

Project Info. — 25235

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Waukesha, WI 53186

Sheet Title

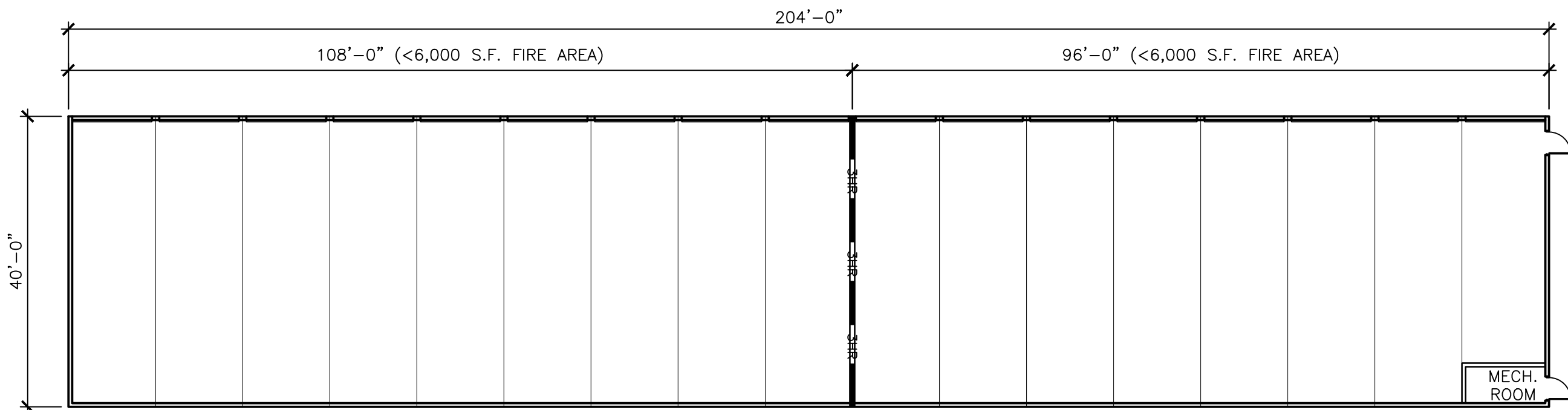
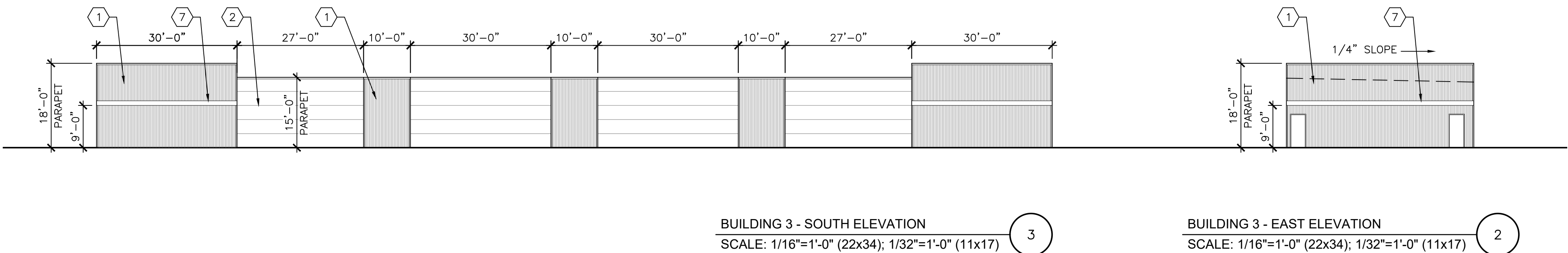
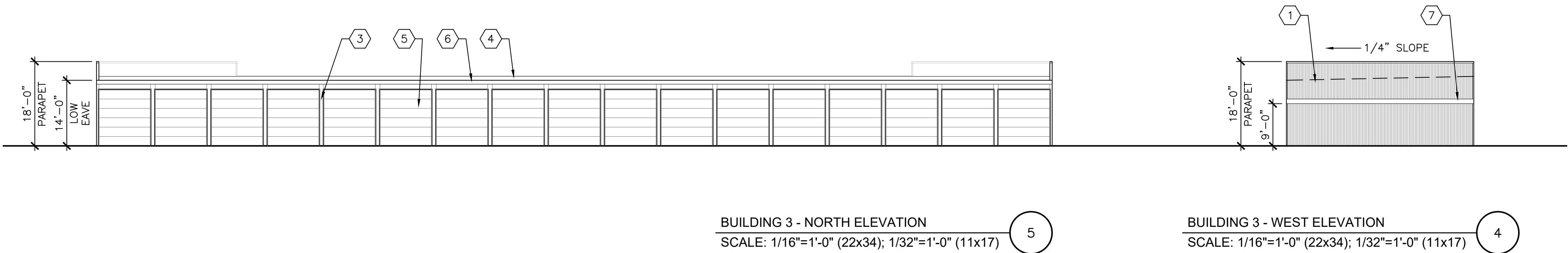
BUILDING 3
PLAN AND ELEVATIONS

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Revisions		
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Sheet No.

A1.3



BUILDING 3 FLOOR PLAN
SCALE: 1/16"=1'-0" (22x34); 1/32"=1'-0" (11x17) 1



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